

NATIONAL PHOTOGRAPHIC INTERPRETATION CENTER

NPIC NOTICE
NO. 10-36-2

SECURITY
21 March 1963

ACTIVATION OF RESTRICTED AREA



25X1

Recission: NPIC Notice No. 10-36-1, dtd 26 Dec 1962

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1. When [redacted] was first occupied, it was necessary to suspend temporarily the requirement for escorting non-cleared individuals in the non-vault areas due to the large number of construction personnel working in and about the building and grounds. Under this temporary arrangement, workmen with red badges and orange badges were allowed to move freely without escort in the corridors, stairwells, and elevators since these were considered "open" areas.

2. Effective Monday, 25 March 1963, all spaces behind the turnstile will be considered to be in a Restricted Area, and all controls listed in NPIC Handbook 10-36-1, dated 26 December 1962 will be in effect. The orange badges used by construction personnel will no longer be valid. Henceforth, there will be badges of two colors only, i.e., blue indicating basic NPIC clearance, and red which indicates uncleared individuals. Photographic badges, either blue or red, mean in-house employees, while non-photographic badges are for visitors, maintenance people, and certain special groups such as trainees and those awaiting fabrication of photographic badges.

3. Badge controls are as follows:

a. BLUE photographic and non-photographic badges have no restrictions placed on their holders, but personnel are to go only in areas where they have official business and a need-to-know with reference to the material located in a particular office.

b. RED photographic badges permit their holders to move in unoccupied offices (outside of vault areas), in corridors, restrooms, stairwells and elevator lobbies and cars, without escort. In occupied offices and in vaults they must be escorted at all times by persons holding blue photographic badges.

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c. RED non-photographic badges marked TRAINEE - FIRST FLOOR ONLY and VISITOR - FIRST FLOOR ONLY permit their holders to move without escort in the First Floor corridor between the turnstiles, their classes in Room 1-N-423, the Security Office in 1-N-427, and the restroom at the north end of the First Floor corridor. They may not go elsewhere in the building behind the turnstiles, without escort.

d. RED non-photographic badges marked VISITOR - ESCORT REQUIRED and MAINTENANCE - ESCORT REQUIRED require that their holders be escorted at all times while within the Restricted Area (behind the turnstiles). Within unoccupied offices (outside of vault areas), in corridors, stairwells, restrooms, and elevator lobbies and cars, their escorts may be holders of photographic badges, either blue or red. However, within occupied offices and in vault areas their escorts must be the holders of blue photographic badges.

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Executive Director, NPIC

Distribution: All Employees

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